

Professional Portfolio Check List

	<u>Fundamental</u>	<u>Elective</u>	<u>Total</u>
DDS, FF, S, GD, DT	minimum 30 hours	maximum of 20 hours	50
DH, GH, LDA, GLDA	minimum 15 hours	maximum of 10 hours	25
LGL (in a 3 year period)	minimum 45 hours	maximum of 30 hours	75

Every regulated dental professional is required to maintain a professional portfolio. Failure to maintain a portfolio may result in disciplinary proceedings. Professionals are required to retain documentation for their current 2-year biennial cycle and the previous cycle.

Professional development credit is granted on an hour-for-hour basis. Portfolio contents must include:

- Proof of current healthcare provider CPR certification
- A completed Board developed self-assessment that is signed and dated
- Documentation of the required number of hours per profession, including proof of training in at least two different core subject areas

_____ **CPR-** (Fundamental credit) **Required of all dental professionals.** Must be the American Heart Association healthcare provider or the American Red Cross professional rescuer course.

- A copy of the front & back of issued CPR card, along with proof from the sponsor of the number of course hours attended.

_____ **Self-Assessment-** (1 Fundamental credit) Completion of self-assessment

_____ **Core Subject-**(Fundamental credit) Course on the subject of one of the 6 core subjects

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Core subject areas:

- ♦ Record keeping
- ♦ Patient Communications
- ♦ Infection Control
- ♦ Management of Medical Emergencies
- ♦ Ethics
- ♦ Treatment & Diagnosis

_____ Fundamental credit total

_____ Elective credit total

Name: _____ License Number: _____

Professional Development Cycle Dates: _____ to _____